



First, **CONGRATULATIONS** on your engagement. We are very excited for you. Now that you have said “Yes”, its time to start the journey to “I Do”. We know you are excited about diving into the planning process, but if you are like most couples today you are probably busy with jobs and other aspects of life and maybe just plain overwhelmed and nervous about what to do and how to do it. That’s where we come in.....



Hi, My name is Joey and my husband John. Together we are the heart behind JRays Event Planning.

We believe your wedding planning should be fun and stress free. This should be an exciting time in your lives not a stressful one. That’s why we will be by your side for the entire journey to make sure no details are missed and no “to do’s” go undone.

Our goal is to bring a Ray of Sunshine to your big day by bringing your vision to life by incorporating personal details and unique touches that showcase your love story and express who you are as a couple.



## Who We Are

WE'RE HIGHLY CAFFEINATED, WEDDING OBSESSED, AND CLIENT FOCUSED!

Our client-centered approach to planning is where it all begins and ends for us. Everything we do is to provide you with an exceptional experience from start to finish. Throughout this process many of our clients start to feel like family to us-and we've been told the same by many of them!

We believe your wedding should be as unique as you are, and as such, we offer you the opportunity to choose the level of support you need to best assist you on your planning journey.



**Here is an overview of our Packages that we provide and what type of client would be the best fit for each**

### FULL PLANNING

This service is for you if you want someone to handle all of the major pieces of the planning process from beginning to end. You will be a part of every decision but you prefer to leave the heavy lifting to us so you can enjoy your engagement.

Starting at \$4500.00

**TIMELINE: 9-12 MONTHS OUT**

### PARTIAL PLANNING

This service is for you if you have some of your vendors hired and most of the big decisions made, but you would like to hand over everything to someone else to manage and take over from that point forward so you can do other things.

Starting at \$3000.00

**TIMELINE: 6-9 MONTHS OUT**

### MONTH OF COORDINATION

This service is for you if you want to handle the entire planning process yourself and have everything done but dread the thought of worrying about the linens being delivered, the DJ being on time, etc. We will step in 6 weeks out and take over the management of all vendors and details so you can prepare for your special day.

Starting at \$1800.00

**TIMELINE: 6 WEEKS OUT**

### MICRO WEDDINGS

Not all couples want a fancy, tented soiree with 300 guests. Some couples want the “wedding experience” without the guest list and complexities that come with it. If this sounds like you we will help you plan the micro wedding of your dreams without sparing any of the details that make your day unforgettable.

Starting at \$3500.00

**TIMELINE: 6 MONTHS OUT**

### DESTINATION WEDDING

If you are planning to have your big day somewhere other than home this is for you. We will be by your side the entire way and will utilize our vast connections of vendors and suppliers to ensure your day is exactly how you envisioned it, even in an exotic locale.

Starting at \$5500.00 + Travel expenses

**TIMELINE: 9+ MONTHS OUT**

Once you determine the level of service that best fits your needs the planning begins...

### THE PROCESS



#### WE APPROACH THE PLANNING PROCESS IN THREE PHASES:

This allows us to stay focused on the important priorities during each phase and make sure we have the proper pieces in place to create a beautiful event.

Depending upon the package you choose you may not experience every phase during your planning journey

### Phase One: Planning

This phase is all about determining the budget and securing the important vendors that will play a part in your big day



### Phase Two: Design

During this phase we are dreaming gorgeous designs, looking at swatches and determining every detail of how your event will look

### Phase Three: Execution

This phase includes the wedding day and the priority is coordinating with the venue, the vendors and finalizing any last minute "to do's" to ensure a fabulous stress free day



## Our Promise To You

We have the privilege and the honor to be trusted with planning and executing one of the most important days of our clients' lives, and it's not something that we take lightly! We want to be sure that every meeting, decision, and conversation leaves you feeling not only taken care of, but excited about your big day.

Hiring a planner is a big decision, and our goal is to make your planning process as enjoyable as possible. We want you to feel like you have someone on your side who puts your wants, needs, and vision first. That's why we promise to treat you how we would want to be treated if we were you.

## OPTIONAL ADD-ONS

### Rehearsal Dinner Planning

If you want your rehearsal dinner to feel like an extension of your wedding day celebration, we can help. We would love to plan and design this aspect of your event. It is such a special part of your wedding because it's where you can spend quality time celebrating with your nearest and dearest. Let us help you make it even more memorable.

### Hotel Block Management

Don't feel like finding, managing, and negotiating hotel rates for all of your guests? We understand. That's why we offer hotel block management. We will do the research on hotel options at various price points that will be convenient and comfortable for your guests. Then we'll negotiate to make sure you and your guests get the best rates.

### Invitation & RSVP Management

We will assemble and stuff your invitations before returning them to you to double-check before mailing. We also offer RSVP management so that you have one less to-do on your list. Instead of putting your home address on the RSVP envelope, send them directly to us and we will keep track of your guest count and meal selection.

### Additional Assistants

Depending on the complexity of your event, additional assistants may be added to your services at your request or the discretion of your planner. This will be communicated to you immediately as the need arises and added to your final invoice.

## READY FOR THE NEXT STEPS?

The planning process begins with a Zoom Call or In-Person meeting (if you are nearby) where you will tell us all about your wedding plans and ideas and what you have done so far if anything. Then we will discuss what your pain points are and how we can help.

Feel free to reach out anytime with questions or to get scheduled for our Zoom Call

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